

Minutes of the Meeting
The Executive Committee
Corcoran Gallery of Art
January 14, 1980

Members of the Executive Committee present were Mesdames Alper, Dudley (President, Women's Committee), and Salant; and Messrs. FitzGerald, Gerstin (President, Friends of the Corcoran), Hull, Jewett, Kinney, Kreeger, Schwartz, Silverstein, and Swift. Members of the Staff present were: Dr. Marzio, Chief Executive Officer; Ms. Livingston, Associate Director; Dean Thomas; Mrs. Muccio, Director of Development and Membership; Admiral Snead, Director of Building and Grounds; and Ms. Tilley, Special Events.

The Meeting was called to order at 12:35 by Mr. Kreeger, Chairman.

The Minutes of the Meeting of December 10, 1979 were approved as submitted.

The Financial Report was distributed by Dr. Marzio. Page Three reflects a new entry for Administrative cost allocations. This line reflects a deduction from the operating budget for administrative and salary expenses associated with the Daumier exhibition and is included in the same principle as the allocation of general costs for the School's share of utility and central administration expenses. This process enables the institution to keep accurate expense records. This process was first used by Coopers & Lybrand in the FY79 audit.

Continuing with the financial report, Dr. Marzio said that he does not anticipate a cash flow problem, providing funds are received from the Cafritz Foundation and from Dr. Hammer on April 1.

Mr. Kinney reported that the Audit Committee met on December 17, 1979 and reviewed the draft of the Audit submitted by Coopers & Lybrand. This report will be re-produced in the Annual Report. The Balance Sheet has risen from 3.5 Million to 5.5 Million. One reason for this is the \$673,000 realized from the deaccessioned paintings at the Sotheby auction in May, 1979

Coopers & Lybrand also submitted comparative totals from 1978. The Management Letter is expected shortly. The staff prepares responses to this letter and submits the results to the Audit Committee.

A motion to accept this report and recommend its approval at the full Board Meeting on January 28, 1980 was approved by the Executive Committee. It is anticipated that the total charge for this audit by Coopers & Lybrand will be approximately \$9,000 and they will perhaps make a \$2,000 contribution to the Corcoran, as they have in the past. There will be an additional cost for the research in the special accounts for the NEA "call-downs".

Mr. Kreeger recommended that the Annual Report be issued within the calendar year that the fiscal year ends.

Report of the DirectorCafe

Mr. Schwartz reported that the Corcoran is now in negotiations with Lansdowne Catering, Ltd. to install a cafe in the Mantel Room area of the Corcoran Gallery of Art. This installation will require an initial investment of approximately \$60,000 to \$100,000 on the part of the Corcoran for climate control, ventilation, etc. and approximately \$60,000 on the part of Lansdowne for equipment installation. Mr. Schwartz outlined the main items of this contract with Lansdowne: 1. The Cafe will be the only restaurant on the premises and will involve a snack bar for the students in the School area as well as the restaurant.

2. It will be a five-year lease with the option to renew based upon performance.
3. The Corcoran will receive 10% of the gross after the first profitable year, and 10% of the gross or 25% of the net, whichever is less, during the first profitable year.
4. Lansdowne projects a gross of \$600,000, and anticipates serving 150 lunches daily and 300 snacks.
5. This is not a lease but a concessionaire's agreement.
6. Lansdowne will carry their own liability insurance.
7. The Corcoran Gallery of Art will have a lien on Lansdowne's equipment if it fails to comply with the agreement, and will have the option to purchase this equipment based on depreciated value if Lansdowne leaves.
8. The Corcoran will receive a percentage of the money earned from any catering Lansdowne does from the restaurant facility.
9. The Corcoran pays all utilities.
10. The Corcoran has the right to approve almost everything that Lansdowne does, i.e. choice of napkins, decor, etc.
11. Some discount will be given to staff and Corcoran members.
12. A lower priced menu will be available for weekends.
13. Lansdowne has the right to bid on all catered events in the Corcoran.
14. The Corcoran must approve menu prices, but approval cannot be withheld unreasonably.
15. Lansdowne has 30 days to correct a deficiency or they must terminate.
16. A beer/wine license will be obtained.

Dr. Marzio was asked if the \$100,000 investment was justified. He responded positively: 1. The climate control will be installed.

2. The present eyesore staff kitchen would be eliminated,
3. a first-class restaurant would be installed,
4. the Corcoran would have greater control over catering within the institution and would not be at the whim of the many different caterers now using the facility,
5. the Corcoran would receive a percentage of the catering done within the institution.

The only negative aspect of this installation is the loss of valuable exhibition space now being utilized. Dr. Marzio also noted that this is an excellent year financially for the Trustees to consider making this investment since the audit shows an institutional operating surplus of \$52,000.

Mr. Jewett recommended that the President of the Board of Trustees of the Corcoran Gallery of Art be authorized to sign a contract with Lansdowne Catering, Ltd. subject to review by the Building & Grounds Committee not to exceed \$100,000. The motion was unanimously approved. Dr. Marzio expressed his thanks to Mr. Schwartz for his many efforts in this contract negotiation process.

Space Allocation Study

Dean Thomas reported that the School is under pressure to provide studio space for the 4th year students, who total 20 this year but will be increased to 44 next year. Dean Thomas has investigated the possibility of leasing an unused public school from the Board of Education of the District of Columbia for \$1.00 per year for a 10 year period.

If a large enough public school building or other space can be found, the Corcoran could dispose of the Dupont Circle building. Major repairs on this property are long overdue and although the School has maintained it since 1972, it is inadequate for its present use and will not solve future needs. The Corcoran has been approached by two real estate firms who indicate an interest in handling the sale of the building. The building has been appraised at \$850,000. One real estate dealer has indicated that an interested buyer may offer \$1,250,000.

The motion to authorize the Building and Grounds Committee to negotiate the sale of the Dupont Circle building and to pursue negotiations with the Board of Education regarding an available unoccupied school and to report their findings to the Executive Committee was passed unanimously.

Mr. Kreeger congratulated the staff on finding solutions to the space problem and cautioned the committee that they are dealing with very confidential subject matter.

Ms. Livingston advised the committee of the crucial need for proper storage of works of art with easy access. In addition, there is the need for an art preparation area. It was recommended that the Committee read the "Allocation of Space and Space Needs" memo of January 11, 1980 as background for making future decisions regarding space needs.

Three Institutions Proposal

Dr. Marzio announced that the Park Service auditors will begin their audit this week. A check in the amount of approximately \$220,000 will then follow with the additional amount up to \$300,000 depending upon the status of Arena Stage in its qualification as an historic site.

The Gauguin painting recently donated to the Corcoran is now in New York and is expected bring about \$90,000 to the Corcoran when sold.

Mr. FitzGerald announced the team for the Capital Campaign, which

will be Messrs. Kinney, Kreeger, McKittrick, Saul, Silverstein, and Winsor, along with Mrs. B. Warner. Solid projects to target in this campaign include 1.) Building Improvements such as renovation of the gutters, air conditioning, heating control, restaurant installation, auditorium renovation and Works of Art on Paper, 2) Fund-raising for the School, and 3) the Endowment.

The Development and Membership report was given by Mr. FitzGerald. Membership is building a solid base for the Corcoran and is now the highest ever in the history of the Gallery at 2,609. The Friends now total 814.

The Salary Review committee (Messrs. Folger, Jewett, Kinney and Kreeger) met to review Salary Adjustments for staff employed nine months or longer by the Corcoran. Increases were based upon merit and cost of living and were approximately 7%. A motion to approve the line item of the budget from \$1,040,307 to \$1,046,721 as recommended to the Executive Committee by the Salary Review Committee was approved.

Upcoming Exhibitions

Dr. Marzio announced that trustee, Dr. Armand Hammer will bring his entire collection of masterpieces to the Corcoran on October 1, 1980. This first class exhibition is expected to attract crowds and also will involve a major renovation to the upper five galleries and will be funded by Dr. Hammer.

The Friends of the Corcoran will host a dinner to honor the opening exhibition of "Images of the 70's: Nine Washington Artists". This is the first show curated by the Curator for Local Art and will take place at the Corcoran on January 17 at 6:30pm.

Buildings and Grounds

Mr. Hull announced that plans are underway to work with the Women's Committee to landscape the exterior grounds of the Corcoran.

Art School Committee

Mr. Swift noted that the School is now beginning the 2nd term with 50 more students taking part in the Open Program than had been anticipated.

Two major prizes are still being sought for the SurPrize Party scheduled for May 20, 1980. Mrs. Alper announced that she will donate an antique piece of furniture for this School fund-raising event.

Works of Art Committee

Mr. Kinney reported 24 members of the Committee met January 8, 1980. A decision was made not to deaccession the Cole painting.

There being no further business, the meeting adjourned at 2:35pm.

Respectfully submitted,

Lorna Tilley

LORNA Tilley

CORCORAN
GALLERY OF ART · SCHOOL OF ART
SEVENTEENTH STREET &
NEW YORK AVENUE NORTHWEST
WASHINGTON, DC 20006
(202) 638-3211

February 5, 1980

Notice to all members of the Executive Committee:

The next meeting of the Executive Committtee will take place on Monday, February 11 at 12:00 noon at the Corcoran Gallery of Art. Please advise Joan Kisber at the Gallery (638-3211, ext. 22) as to whether or not you plan to attend.

Lorna Tilley

Lorna Tilley

sent to
6. Jewett
1/18/80
JH

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1. The Cafe will be the only restaurant on the premises and will include a snack bar for the students.
2. It will be a five year lease with the option to renew based on performance by Lansdowne.
3. The Corcoran will received 10% of the gross after the first profitable year or 25% of the net whichever is less.
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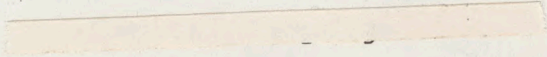
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There being no further business, the meeting adjourned at 2:35 p.m.

Respectfully submitted,

Lorna Tilley

Carm
Nam. Com
Wed 1/23
1:00
Lunch 1:00

Minutes of The
Executive Com.
1/14/80

I Approval of Minutes

II Financial Report:

p. 3 New entries

Chg. Ad. Costs i.e. Hamman

process suggested By auditors

does not foresee immed
Cash/flow problem

Apr/may only if
No Capacity & Hamman on 4/1
or \$300, from Interior.

Capacity Dinner
\$ 10,000 = \$75/person

B. Audit Com: Kenney 12/17
reviewed draft Audit of C: L
will be produced in Annual Report
1. Bal. Sheet risen from 5 1/2 →
5 1/2 Million
reason: Auction 673,000 of May
b. Entire & Gift as
pledge receivable &
goes into Bal. Sheet.
offset by deferred revenue

C: L Given^{us} Comparative totals from 78
+ 200,000 oper fund - 149 52 positive
Bal.
~~Adm. dropped~~

2.
Management Letter will be
received shortly.

Staff prepares responses &
submits → Audit Com.

If not sold any Pkgs - just
expenses - 52,000 above (line
Wm Com. treated as revenue).

Approved Motion: to accept & report
& recommend its approval
at Full Bd.

Additional
Research in Special Accts (NEA)

Chgs by C & L = \$15,000.

Actual Audit 7-9,000.

C & L - donates 2,000 to C&A

Wht: Annual Report ^{issued} to Cal yr
that fiscal yr ends.

III Report of Per

N. Case

2nd round of negotiations & Sanctions

Attendance

✓ D L K, PCM J L Finney Fitzgerald
Gustin Alper Salant Dudley
✓ Silverstein Swift Hull
Snead Thomas Muccio
Schwartz Tilly Jewett

Mesdames: Alper Dudley Salant
Mses: Fitzgerald, ^{Hull} Jewett
Kreger Salant Silverstein Swift

PCM J L Thomas Muccio
Snead Tilly

Cafe

- 1) CGA in Structural Chap 60-100,000 3.
Sanadown: Equipment 40-60,000
- 2) Only rest. on Premises + School
- 3) 5 yr lease & option to renew
based on performance
- 4) 10% of Gross after 1st profitable
or 25% of net whichever is less.
Project
- 5) Gross 600,000
- 6) approx. serve
80 lunches 120 for snacks
- 7) Not a lease — a ^{Concessionaire's} agreement
- 8) ^{Sanadown} Liability Insurance
- 9) CGA
Lease on equip: if fail
option to purchase equip
based on depreciation figures
- 10) CGA
Amt of \$ based on rest. + Catering
from the facility.
- 11) CGA pay utilities
- 12) We) right to approve J. Hydo.
napkins, decor.
- 13) Some discount to Staff/members
- 14) lower prices on weekends.

- 15). We ^{right to} may drop r
- 16). Right to bid on all Events of CBA
- 17). Control/approval over price of Menu
- 18). 30 days to correct deficiency
— out (Terminate)
- 19). Beer/Wine Liquor Licenses
- 20). Investment of 10060 justified

Don:

- 1) WE climate Control a part of Bldg.
- 2) WE eliminate Kit/Staff. Strip room for Storage on 1 floor.
- 3) Investment / permit a 1st Class Kit facility would be there
- 4) Greater control over Catering. Not at Whim of Caterers
- 5) Make more \$ by chg. use fee + % of Caterers Services at activities.

Side:

- 1) — losing Exhibition space
- 2) disproportion between support space & exhibition in gallery.

Pcm: good year to take flier on — ^{Institute} better 5.
1) +52,000 from audit

2) Addition to 100, ^{Endowment of}
— Expand 100,000 over 5 yrs / but Trustees
must decide whether to expand
over yrs.

Garrett: recommends
Proceed & Auth. our negotiators
to approve Contract.
Btg & Gds should be involved
in it

DLK: Act on ^{negotiations of} Max fig subject to
Btg approval.

Garrett: Move & Pres. be author to sign
approved Contract & L. subject to
review by Btg not to
exceed \$100,
Anonymous

Pcm: ^{expressed} Thanks to F. Schwartz for all: (—) (M. J. J.)

Space Study JL + PT

6.

School pressured for providing
Studio Space for 4th yr Students.

~~20~~ 20 Studios in 1 Bldg.

Need for 44 Studios next yr. Studios
function 3,000/yr → provide

Investigated D.C. School Bd of Education
giving an empty Bldg for ~~free~~.
10 yr lease for \$1.00/yr.
Jackson School ^{estmt} in GT (\$3,000) for Rt.
58,000 Sq. ft.

How to Re-use Space if Needed.

3 + 4th yr. Visual Arts Students
from Newport Center.

750, — 850 value 3000 Sq. ft.

1,250,000 - Buyer offers.

Bldg is in poor condition.

Put on open market to test.

Hagler at 4% (b were non-profit)
~~Real Estate~~

turned
over
to

Bldg + Gido Con for selling Newport
negotiate sale subject to
re-occupation

guelt

more P Bd + Gd be authorized
to ~~approve~~ ^{negotiate} the sale of Newport
+ Art School. Com pursue
negotiations of Jackson School
+ report to Exec Com.

Staff Congrad on finishing these solutions

Storage of Pkg Problem

Objects which we want to have 7.
access to.

Art preparation activities space needed

14

Must begin to address a needs
encouraged trustees to read
memo & be discussed later.

Jackson School to be Confidential

Institute
Proposed

Paul Service in for Audit. will receive
2 checks: 220,000 up to 300,000
when/if Arena qualifies.

Gaugin / handled by Feigen in NY
bigger for 75,000 — ask 110,000
get 100, received 90,000

Capital Campaign
for School fundraising

The Team

TOLK Krumm
Saul Silverstein
Fitz Gerald
Warner
McKittick
Winer

① 1st target is Bldg. Improvements

Gutters 1/2 mill

Air Cond. 1 - 1 1/2 mill

Heating Control

Restaurant And. 250,000

Glass

Wks of Art on Paper - 250,000

= Solid projects to Target in Campaign.

② School Fundraising ^{8.}
Know the deficit should be
groups interested in 1 project.

③ Endowment -
Need to get more Capital in =
higher cash flow

School Recruitment

Development Com. Report: B. Fitz Gerald

On Target for 1 yr.

Memberships is encouraging -
Q ever in history of Fall.

3609 814 Friends

Spent \$16,000 on mailing of 17,000
retention rate of 65% estimated.
Bld's solid base for Caravan.

Scholarship Adjustment

Sch. Com. appt'd by Sch, WLR, Gary
& Lee.

People ^{min} here 9 mos or more = 7% increase
some alone.

School	actual
Approved \$161,000	160,000

<u>Goal</u>	<u>Actual</u>
861,	869,

Based on Merit + cost of living.

Motion to approve Budget of \$ 10,000 difference
Recommended to exec by Sch. Com.
approved.

A. Hamm Collection

9.

Mr Hamm - his whole
4 C. of European Ptg + drawings.
He will cover entire cost.

5 upper galleries
(in need of renovation)

1st rate exhibit attracting
crowds + sizable \$ to
promote the show.

Ward Ed. program fed into it
perhaps buy bus.

Friends Dinner 1/17 at 6:30

B/H Jds Auth. from 1 Corn to 5
McMenis Corn to final plan
to landscape Bldg.

Art School swift 50 persons
high - anticipated.

2nd term beginning

Still need 2 major
presents for Sun Prize
Mar 3.

Mrs Alper donate an
antique pce of furniture.

Com.
Wks of Art - Kuring 24 members 1/8
decision ^{made} not to proceed &
deaccessing Cole Ptg.

Submissions for the Gallery since December 10, 1979

1. TRW - Unrestricted - Vantongerloo	\$70,000
2. Eaton Corporation - Unrestricted Support - Guy Pene du Bois	\$5,000 \$60,000
3. NEA - Photography Exhibitions	\$15,000
4. NEA - Museum Purchase Plan	\$20,000
5. Dayton-Hudson Corporation/Foundation (Senegal Exhibition)	\$45,000
6. Covington and Burling - Images of the 70's	\$30,000
7. Ford Motor Company - Ball Program	\$7,000
8. Exxon Corporation - Biennial (1981)	
9. Kress Foundation - Archival Space and Climate Control	\$50,000

Submissions for the School since December 10, 1979

1. Eaton Corporation - Scholarships	\$30,000
2. Charles E. Smith Family Foundation - Oper.	\$25,000
3. TRW - Unrestricted	

Corcoran Gallery of Art
Development Report

as of December 31, 1979

Source	December, 1979 Donor	Amount	Cumulative Donor	Amount	Cumulative Amt. to Oper. Budget	Goal to the Oper. Budget FY 1980	Actual FY 1979
<u>TRUSTEES</u>							
Undes.	11	32,772	13	35,275	35,275	\$225,000	\$174,763
Designated	2	(1,500)	3	(2,536)			
<u>OTHER INDIVIDUALS</u>							
Undes.	24	13,739	84	21,706	21,706	43,000	40,276
Designated	3	(2,900)	3	(2,900)			
<u>WOMEN'S COMMITTEE</u>							
Undes.						55,000	42,985
Designated			1	69,000	69,000		
<u>REQUESTS</u>							
Undes.			1	2,750	2,750	109,538 ¹	1,000
Designated	1	(23,680)	1	(23,680)			
<u>OTHER</u>							
Undes.	1	3,250	1	3,250	3,250	10,000	9,366
Designated	1	9,000	1	9,000	9,000		
<u>CORPORATIONS</u>							
Undes.	3	4,100	9	10,700	10,700	190,000	120,884
Designated							
Facility Use	1	6,000	9	20,100	20,100		55,263
<u>FOUNDATIONS</u>							
Undes.	4	25,800	6	34,800	34,800	220,000	406,650
Designated	2	(72,991) ²	2	(72,991)			
<u>GOVERNMENT</u>							
Undes.			1	25,000	25,000	160,630	167,276
Designated	1	(15,090)	3	(24,796)	9,706		
<u>Sub Total</u>	54	\$210,822	138	\$358,484	\$241,287	\$1,013,168	\$1,018,463
<u>Membership</u>		\$8,945		\$38,400	\$38,400	110,000	105,886
<u>Total:</u>		\$219,767		\$396,884	\$279,687	\$1,123,168	\$1,124,349

¹ The bequest figure actually represents the possible shortfall. It can be offset if the Finley gift is passed by the IRS.

² Approximately \$23,000 of the \$62,991 from the Armand Hammer Foundation gift for expenses incurred from the Daumier Exhibition will be reallocated to the operating budget.

Corcoran School of Art
Development Report

as of December 31, 1979

Source	December, 1979 Donor Amount		Cumulative Donor Amount		Cumulative Amt. to Oper. Budget	Goal to Oper. Budget FY 1980	Actual FY 1979
TRUSTEES							
Undesignated	1	100	2	5,100	5,100		3,500
Designated							
Other Individuals							
Undesignated	1	100	2	200	200		522
Designated			1	(100)			5,398
Women's Committee							
Undesignated			1	10,000	10,000		6,000*
Designated							
Bequests							
Undesignated							
Designated							1,000
OTHER							
Undesignated							
Beaux Arts	1	35,229 ¹	1	35,229	35,229		3,000
Surprize Party							7,000
CORPORATIONS							
Undesignated							
Designated			1	4,000	4,000		450
FOUNDATIONS							
Undesignated							
Designated							6,000
GOVERNMENT							
Undesignated							
Designated							
TOTAL:	3	\$35,429	8	\$54,629	\$54,529	\$162,000	\$32,870

* Total Gift was \$10,000 but \$4,000 was carried as operating income on the Budget.

¹ Beaux Art Masquerade Ball net income through December 31, 1979.

This page was intentionally removed due to a research restriction on all Corcoran
Gallery of Art Development and Membership records.

Please contact the Public Services and Instruction Librarian with any questions.

This page was intentionally removed due to a research restriction on all Corcoran
Gallery of Art Development and Membership records.

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Gallery of Art Development and Membership records.

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Corcoran Gallery of Art

Membership Report

FY 1980

	<u>Current Mo.</u> <u>Dec. 1979</u>	<u>Current</u> <u>Year to Date</u>	<u>Dec. 1978</u>	<u>Year to Date</u> <u>FY 1979</u>
# Memberships Received	261	1,059	210	743
# New	126	570	69	177
# Renewed	135	489	141	566
\$ Amount Received	\$8,945	\$38,400	\$9,175	\$32,900
<u>Total Membership:</u>		2,669		2,050

Membership Breakdown by Category

December, 1979

<u>Category</u>	<u>Number</u>	<u>\$ Amount</u>
Student	29	435
Single	108	2,700
Family	68	2,380
Young Friend	11	330
Friend	41	2,050
Sponsoring	3	600
Contributing	1	450
Corporate	0	0
Complimentary	<u>—</u>	<u>0</u>
TOTAL	261	\$8,945

Amount in Friend's account as of December 31, 1979: \$11,970
 Friends as of December 31, 1979: 814

AGENDA
EXECUTIVE COMMITTEE
January 14, 1980

- I. Approval of Minutes
- II. Report of the President
 - A. Financial Report: Dr. Marzio
 - B. Audit Committee: Mr. Kinney
- III. Report of the Director
 - A. Space Study: Ms. Livingston and Dean Thomas
 - B. Budget Adjustments
 - C. Salary Adjustments
 - D. 3 Institutions Proposal
 - E. Gauguin Painting
 - F. Capital Campaign
 - 1. School Fundraising
 - 2. Building Fund
 - 3. Endowment
 - G. School Recruitment
 - H. Armand Hammer Collection
 - I. Daumier Contracts
 - J. Donor's Dinner
 - K. Annual Report
 - L. Cafritz Dinner
 - M. Red Cross
 - N. Cafe
 - O. Auditorium
- IV. Report of the Dean
- V. Committee Reports
 - A. Works of Art: Mr. Kinney
 - B. Development: Mr. FitzGerald
 - C. Investment and Finance
 - D. Education/Shop
 - E. Women's Committee
 - F. Friends of the Corcoran
 - G. Art School
 - H. Public Relations
 - I. Building and Grounds
 - J. Special Events

Solicitations In Process/Out

as of January 14, 1980

Purpose/Program	FY	Source (Date Submitted)	Amount Requested	Status	Solicitor
<u>Unrestricted Support:</u>					
	80	Rockwell International		To be submitted	
	80	HEW/IMS (3-79)	25,000	Received	Staff
	80	Bender Foundation \$250,000/5 years (7-11-79)	(50,000)	Pending	Silverstein
	80	Mobil Oil Corporation(Wash. office) (9-79)	(1,000)	Pending	Staff
	80	IBM Corporation (9-25-79)	(10,000)	Pending	Staff
	80	Exxon Corporation (9-24-79)	(5,000)	Pending	Winsor/Staff
	80	Chase Manhattan Bank (10-2-79)	(7,500)	Pending	Winsor/Staff
	80-83	Federal National Mortgage Assn. (10-2-79) (over 3 years)	30,000	Received \$1,000	Pflieger/Staff
	80	Texaco (10-10-79)		Pending	Brumbaugh/Staff
	80	American Express (9-79)	(5,000)	Pending	Firestone
	80	TRW (11-15-79)	(1,000)	Pending	Winsor/Staff
	80	The Philip L. Graham Fund (8-10-79)	8,000	Received	Kreeger
	80	American Telephone & Telegraph (11-28-79)	(10,000)	Pending	Kreeger
	80	Eaton Corporation (1-10-80)	(5,000)	Pending	Winsor/Staff
<u>Focus Undetermined:</u>					
	80	Surdna Foundation	()	To be submitted	Hull/Staff
	80	Rockefeller Brothers Foundation	()	To be submitted	Staff
	80	Atlantic Richfield Foundation	()	To be submitted	Nef/Staff
	80	CBS Foundation	()	To be submitted	Staff
<u>Open Evening:</u>					
	80	Mobil (6-27-79)	(60,000)	Pending	Staff
<u>Education:</u>					
	80	HEW/IMS (3-79)	X11,829X	Declined	Staff
	80	Bender Foundation Endowment (7-11-79)	(250,000)	Pending	Silverstein
	80	Helena Rubenstein Foundation (8-13-79)	X30,000X	Declined	Amram
	80	Redskin Foundation (12-1-79)	(16,000)	Pending	Brumbaugh
<u>Exhibitions:</u>					
Daumier	80	A. Hammer Foundation (7/79)	63,000	Received	Hammer

Purpose/Program	FY	Source (Date Submitted)	Amount Requested	Status	Solicitor
Photography Shows	80	NEA (1-12-79)	10,000	Awarded	Staff
		Polaroid (6-79)	20,000	Awarded	Staff
	80/81	NEA (12-79)	(15,000)	Pending	Staff
Permanent Collection	80	Women's Committee (5 exhibitions) (8-24-79)	6,500	Received	
- Gesture on Paper					
- American Indian: Symbols and Scenes	80/81	NEA (7/79)	(6,940)	Pending	Staff
- American Places					
- Art of Illustration					
- That's Entertainment					
Exhibition--Humanist Tradition	80/81	NEA (7/79)	21,870	Informally Awarded	Staff
	80/81	SCM (6/79)	X30,000X	Declined	Staff
	80/81	Mobil (6/79)	(30,000)	Pending	Staff
Catalog--Humanist Tradition	80/81	NEA (7/79)	9,760	Awarded	Staff
Graphic Works of G. Biddle	80	NEA (7-1-78)	9,140	Awarded	Staff
	80	Women's Committee (8-29-79)	12,000	Received (inc. catalog)	
Contemporary Am. Figure Drawing & Academic Trad.	80	NEA (7-12-78)	10,000	Awarded	Staff
	80	Women's Committee (8-29-79)	X13,000X	Declined (inc. catalog)	

Purpose/Program	FY	Source (Date Submitted)	Amount Requested	Status	Solicitor
Catalogs--G. Biddle & Contemp. Am. Figure Drawing & Acad. Trad.	80 80	NEA (7-12-78) Women's Committee (8-29-79)	7,010 (see specific ex)	Awarded	Staff
Mitchell Jamieson	80 80	NEA (3-31-78) Time, Inc. (6-14-79)	X9,266X X20,000X	Declined Declined	Staff Staff
Images of the 70's: 9 Washington Realists	80 80 80 80 80 80	NEA (3-28-79) Philip Morris, Inc. (6-14-79) Exxon Corporation (inc. 20,000 for Acq.) (8-7-79) Donohoe Construction Company (10-15-79) Ginn Company Covington & Burling	X20,700X X50,370X X70,000X () () (30,000)	Awarded 10,000 Declined Declined Pending To be submitted Pending	Staff FitzGerald Winsor/Staff Staff Smith/Staff Bechhoefer
Senegal Exhibition	80	Dayton-Hudson Corporation (12/79)	(45,000)	Pending	Staff
Modern Painters at the Corcoran	79-80 80 80-81 80-81	NEA extended (John Alexander) (1-4-77) SCM (John Alexander) (6-29-79) NEA (3-29-79) SCM (\$7,000 for each exhibition) (6-29-79)	4,000 7,500 X23,730X 28,000	Awarded Awarded Declined Awarded	Staff Staff Staff Staff
Vantongerloo	80	NEA (3-30-79) Philip Morris (6-79) Exxon Corporation (7-6-79) SCM (6-22-79) Mobil (6-27-79) TRW (6-15-79) General Motors (10-16-79) NEH (7-78) United Technologies (8-7-79) Cafritz Foundation (11-1-79) Ford Motor Company (11-26-79) Ford Motor Company (12-26-79) Ball Program	77,650 X100,000X X100,000X X100,000X (100,000) (79,000) (100,000) 15,000 (100,000) (70,000) X70,000X (7,000)	Awarded 50,000 Declined Declined Declined Pending Pending Pending Partial award Pending Pending Declined Pending	Staff FitzGerald Winsor/Staff Staff Staff Winsor/Staff Staff Staff Hull/Staff Kreeger/Staff Tabor/Staff Biddle

Purpose/Program	FY	Source (Date Submitted)	Amount Requested	Status	Solicitor
Guy Pene du Bois	80/81	NEA (3-28-79)	63,120	Awarded 30,000	Staff
	80/81	Mobil (6-27-79)	(95,000)	Pending	Staff
	80/81	Time, Inc. (6-14-79)	X125,000X	Declined	Staff
	80/81	Hearst Foundation (3-79)	X64,120X	Declined	Staff
	80	First National Bank of Chicago (11-29-79)	X40,000X	Declined	Staff
	80	Eaton Corporation (1-10-80)	(60,000)	Pending	Staff/Winsor
Performance Art at the Corcoran	80	NEA (3-30-79)	X23,030X	Declined	Staff
Area Show	81	Woodward & Lothrop (9-79)	(31,000)	Pending	Staff
	81	American Security Bank (9-28-79)	(33,000)	Pending	Staff
Biennial	81	Exxon Corporation (12-18-79)	()	Pending	Winsor/Staff
Getty/Corcoran Exchange Exhibitions	81	Getty Foundation (9-79)	()	Pending	Kreeger/Staff
Red Cross 100 Anniversary Exhibition-Posters&Photo.	81	Red Cross (10-4-79)	(19,000)	Awarded	Staff
Women Photographers	81	Levi Strauss Corporation		Awarded	
Frank Wright Exhibition	81	Marjorie Merriweather Post Foundation	10,000	Received	Logan/Silverstein
<u>Printing/Development/ Public Relations</u>	80	Women's Committee (8-29-79)	57,650	Received	
<u>Acquisitions:</u>	80	NEA (12-29-79)	20,000	Awarded	Staff
	80	Exxon Corporation (8-7-79) (see Images of the 70's)	X20,000X	Declined	Winsor/Staff
	80/81	NEA (1-80)	(20,000)	Pending	Staff

Purpose/Program	FY	Source (Date Submitted)	Amount Requested	Status	Solicitor
<u>Capital Improvements:</u>					
Works of Art on Paper Archival Space and Climate Control	80	Kress Foundation (12-17-80)	(50,000)	Pending	Staff
Roof Renovation	80	Pittsburgh Plate Glass	()	To be submitted	Staff
Design Survey Compre- hensive Plan	80	NEA (5-15-79)	X30,000X	Declined/Resubmit	Staff
Maintenance	E	Richard King Mellon Foundation (4-30-79)	750,000		Kreeger
Climate Control/Cons.		NEA (7-1-76)	100,000	Awarded/Partially Drawn	Staff
<u>Conservation</u>					
American/European (14)	79/80	NEA (7-1-78)	10,000	Awarded	Staff
American/European (14)	80/81	NEA (6-22-79)	(10,000)	Pending	Staff
J. S. Sargent - WOAP	80/81	NEA (7-2-79)	(5,650)	Pending	Staff
<u>Curator of Local Art:</u>					
	80	Women's Committee (partial salary) (8-29-79)	8,300	Received	
	79/80	Friends of the Corcoran Gallery of Art (1-79)	18,000	Received	Gerstin/Staff
	81	American Security Bank (9-28-79)	(18,000)	Pending	Staff
<u>Endowment:</u>					
Unrestricted Endowment	E	Richard King Mellon Foundation (4-30-79)	(1,000,000)		Kreeger
Curator of Collections	E	" "	(700,000)		Kreeger

Purpose/Program	FY	Source (Date Submitted)	Amount Requested	Status	Solicitor
<u>Other:</u>					
Challenge Grant	79/81 80	NEA (3-16-79) Cafritz Foundation (11-1-79)	250,000 (100,000)	Awarded Pending	Kreeger Kreeger/Staff
Archival Consultants and Facilities	79/81 80	NHPRC (5-31-79) National Home Library Foundation	42,214 ()	Awarded 32,422 To be submitted	Staff Staff
Drawings, Watercolors and Pastels	79	NEA (4-4-77)	25,250	Partially Received	Staff
Visiting Specialist Admin. Upgrading	79	NEA (9-28-78)	7,500	Awarded	Staff
Membership Solicitation	80	The Ambrose Monnell Foundation (9-21-79)	(26,000)	Pending	Staff
Consortium Group	80	Andrew Mellon Foundation (1.5 million divided by 5 institutions)	(300,000)	To be submitted March, 1980	Staff
Seminar/Services in the Field	80	NEA (11-07-79)	15,090	Received	Staff

SCHOOL Solicitations In Process/Out

Purpose/Program	FY	Source (Date Submitted)	Amount Requested	Status	Solicitor
<u>School:</u>					
Operating:					
	80	Women's Committee (8-29-79)	(10,000)	Pending	
	80	Cafritz Foundation (11-1-79)	(30,000)	Pending	Kreeger
	80	Gannett Newspaper Foundation (11-27-79)	X50,000X	Declined	Yerkes/Jewett/Staff
	80	Sears Roebuck Foundation (11-27-79)	X15,000X	Declined	FitzGerald/Staff
	80	Charles E. Smith Family Foundation (1-80)	(25,000)	Pending	Kreeger/Staff
	80	Raleigh Stores Foundation	(5,000)	To be submitted	Breed/Staff
	80	Mary and Daniel Loughran Foundation	()	To be submitted	Staff
Endowment:					
	E	The Bender Foundation (7-11-79) (named professorship)	(250,000)	Pending	Silverstein
Other:					
	80	GEICO (05-7-79) (Chair and Prize in Painting \$5,000/3 years)	5,000	Received	Kreeger/Byrne
	80	American Express (Beaux-Arts Ball) (9-79)	X10,000X	Declined	Firestone
	80	Getty Foundation (Prizes & Sabbaticals) (9-79)	(137,000)	Pending	Staff
	80	American Security Bank (Prof. of painting) (9-79)	(10-20,000)	Pending	Staff
	80	American Security Bank (Scholarships) (9-79)	()	Pending	Staff
	80	American Security Bank (Equipment purchase) (9-79)	()	Pending	Staff
	80	Cafritz Foundation (Challenge Grant) (11-1-79)	(130,000)	Pending	Kreeger
	80	The Sidney L. Hechinger Foundation (12-3-79) (scholarships)	2,000	Received	Staff
	80	Eaton Corporation (Scholarships) (1-10-80)	(30,000)	Pending	Winsor/Staff

ATTENDANCE/CONTRIBUTIONS BOX REPORT

	ATTENDANCE		Contributions
	<u>Daily Visitors</u>	<u>Total</u>	<u>Box</u>
			<u>Total</u>
September 1978 through December 1978	17,727	37,556	\$1,220.64 *
September 1979 through December 1979	43,550	75,005	3,325.88

* Before Armand Hammer Foundation grant to underwrite admissions charge.

ATTENDANCE REPORT FISCAL YEAR 1979-1980

MONTH	DAILY VISITORS	TOURS	PREVIEWS	EVENTS GALLERY & CORPORATE		TOTAL	CONTRIBUTIONS BOX
Sept. '78	3,898	110	1,500	205	1,713	7,426	\$ 348.84 *
Sept. '79	9,470	264	800	960	2,300	13,794	\$ 484.00
Oct. '78	5,581	835	1,036	1,604	1,140	10,196	\$ 356.84 *
Oct. '79	14,022	713	1,275	838	800	17,648	\$1,260.00
Nov. '78	5,043	1,402	---	832	3,225	10,502	\$ 249.76 *
Nov. '79	16,853	**	810	2,526	3,615	25,777	\$1,045.59
Dec. '78	3,205	550	1,530	3,972	175	9,432	\$ 265.20 *
Dec. '79	13,284	**	773	1,228	1,135	17,786	\$ 536.29
Jan. '79	1,569	1,954	---	1,285	1,300	8,467	\$ 85.36 *
Jan. '80							
Feb. '79	4,390	394	2,500	642	---	7,926	\$ 107.80 *
Feb. '80							

* Contributions Box total for Sept. 78-Apr. 79 computed by multiplying weekly average by 4.

** See attached sheets for Education Department Statistics.

EDUCATION DEPARTMENT STATISTICS

DECEMBER 1979

<u>CATEGORY</u>	<u>PARTICIPANTS</u>
Guided tours	1282
Self guided tours	110
Classroom presentations	30
Gallery talks	110
Introductory tours	1
Total	1533

WEEKEND WORKSHOPS

Fall II (continued)	84
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CANCELLATIONS	108
---------------	-----

It should be noted that certain changes have been made in statistical categories this year. In 1978-79 all cancellations (running roughly 20% each month) were counted as tours. Weekend Workshop participants were also included in the totals for each month. This year Weekend Workshops are listed as a separate category.

Use fee

January 11, 1980

MEMORANDUM

TO: Peter Marzio, Director

FROM: Jane Livingston, Associate Director
Peter Thomas, Dean

INFO: Works of Art Committee, Art School Committee

RE: Allocation of Space and Space Needs

We wish to raise again more formally the issue of space needs in both the School and Museum. We have met together and with our staffs to consider both short and long term needs. Two pressing problems are (A) the need for works of art storage, and (B) by September 1980, studio space for Fourth Year Fine Arts students.

To meet this need, and with your encouragement, we have taken certain steps and wish to make other recommendations.

Steps Taken

Museum: We have rented storage space at Tysons Corner for works of art in the permanent collection. The staff feels strongly that further use of gallery space for storage purposes is not advisable. Indeed those galleries now sealed off from the public by office and storage needs should be restored to public use.

The Washington Curator will be moved to the present Registrar's office and the Registrar and intern support staff will occupy the gallery presently used for modern art storage and the Washington Curator. This shift worsens the storage problem and forces the acquisition of additional rental of outside space.

School: The School's proposal to occupy an unused public school building has received informal approval from the Buildings and Grounds Committee of the District Board of Education and is being pursued. Meanwhile, the School and Art School Space Committee have investigated numerous options in the city in preparation for the September need.

DISCUSSION: If a large enough public school building or other space can be found, the Corcoran can and should dispose of the 1503 21st Street building. Major repairs on this property are long overdue and although the School has maintained it since 1972 it is inadequate for its present use and will not solve future needs. Coincidentally, the Corcoran has been approached by two real estate firms who indicate an interest in handling the sale of the building. At the suggestion of Mr. Kreeger, Trustee Oliver T. Carr was consulted; Mr. Carr recommended that Randall H. Hagner & Co. be engaged to provide the Corcoran with an appraisal. (Exhibit A)

Options Affecting Museum Only

1) Accept the limitations of the present building and secure permanent climate controlled storage space elsewhere. Acquire a van for regular transportation.

2) Invest major funds to convert the sub-basement "pedestal room" into a proper storage space and improve or replace the rear elevator.

3) Redesign the basement area to provide additional curatorial and registrar work space and storage for small works of art; relocate the education workshop and docent office, the preparator shop, Gallery Shop storage/office; restore the "trash room" to shipping and receiving; create a holding space for incoming and out going exhibitions and a viewing room for receiving artists.

Options Affecting School and Museum

4) School to vacate Studio 10 for Gallery educational workshop or curatorial office needs. Expend major funds to relocate photo dark room in sub-basement and convert present dark room to replace Studio 10.

5) If the new public school building can accommodate the Foundations program (70 students, 6 faculty) consideration can be given to making part or all of Studio 3 (adjacent to the upper atrium) available for Museum use as a staging and holding area for crates and incoming and outgoing exhibitions.

6) Convert a portion of the E Street side of the sub-basement storage area to 14 small studios to meet the September '80 need. This step would aggravate the "general" storage need and would be viewed by both Museum and School staffs as inadequate and temporary.

Options Affecting School Only

7) Retain the 21st Street building for Third and Fourth Year Visual Communications students and rent studio space for Fourth Year Fine Arts majors nearby, probably in loft space in Pennsylvania Avenue Development Commission (PADC) corridor (predicated on failure to gain public school building).

CONCLUSIONS AND RECOMMENDATIONS

1) We recommend the acquisition of outside school space and placing the 21st Street building on the market, retaining the right to occupy the building until new space is secured.

2) We recommend proceeding with the reorganization of Museum use areas of the basement (Option #3) to maximize efficiency and effectiveness of functions. (Exhibit B)

3) We intend to develop a long range plan (5-10 year) addressing the best use of all interior space of the Gallery, which recognizes an undergraduate school of 260 full time students and 500 part time students, and achieves restoration of all original Gallery exhibition space to public viewing areas.

4) We recommend the formation of a trustee/staff committee to explore the feasibility of building a new school/museum facility over the New York Avenue parking lot.

RANDALL H. HAGNER & COMPANY

INCORPORATED

REALTORS - MORTGAGE BANKERS

* Randall H. Hagner, Jr., Pres.
Edgar D. Williams, III, Exec. V. Pres.
C. Arthur Slater, Jr., Vice Pres.
John A. Sargent, Vice Pres.
Wallace G. Angel, Jr., Sec./Treas.
G. Paull T. Sargent, II
James M. Rowan

No. 1321 Connecticut Avenue, N.W.
Washington, D. C. 20036

MORTGAGE LOAN CORRESPONDENT

New York Life Insurance Company

December 13, 1979

Ned Bond
Victor Ladd
Matthew F. Stone, Jr.
Agnes M. Camacho
Patricia G. Pierrett
Eileen H. Allan
Stephen G. Wing
Martha S. Fleming
* Suzanne L. Gitner

Mr. Peter G. Thomas, Dean
Corcoran School of Art
17th and New York Avenue, N.W.
Washington, D.C. 20006

Re: 1503 21st Street, N.W.

Dear Dean Thomas:

Our Firm is pleased to submit the attached analysis of your 21st Street property.

The history of sales in the Dupont area does not support or justify some of the pricing figures you mentioned over the telephone, and the present zoning, although favorable, does have some limitations with regard to a foreign government's occupancy as a matter of right. Therefore, our recommendation is that your asking price be \$850,000, in order to achieve a sales price of \$750,000. To reach for any higher figure would undermine the credibility of your decision to sell, and in the long run might make it more difficult to deal seriously with prospective purchasers.

If you decide to sell we would like to assist you, and hope that you would consider an exclusive listing with the Randall H. Hagner Company. This office is in its 75th year of complete real estate service to the Washington Community. One of our specialties is the sale of smaller commercial properties. Due to the nonprofit nature of your organization, we would propose to charge a brokerage commission of 4% of the total sales price if the property were sold by Randall H. Hagner Company, and a brokerage commission of 5% if it were sold in cooperation with another real estate firm. A great advantage of an exclusive agency is that the one responsible broker can effectively qualify prospects and show the building with a minimum of disturbance to the occupants. The exposure of the property is not reduced, as most brokers are more than willing to co-operate with others in sales of this sort.

If you have any questions about either the valuation of the property or about our proposal to assist you in its sale, please feel free to call. My direct line is 857-4338.

Sincerely,



John A. Sargent
Vice President

EXHIBIT A.

COLQUITT · CARRUTHERS, INC.

REALTORS

Reply To:
2032 P St., N.W.
Washington, D.C. 20036
202/337-7100

Executive Offices:
6410 Rockledge Drive
Bethesda, Maryland 20034
301/530-3200 800/638-8293

December 17, 1979

Mr. Peter Thomas, Dean
Corcoran Gallery of Arts
17 & N.Y. Ave., N.W.
Washington, D.C. 20006

Dear Dean Thomas:

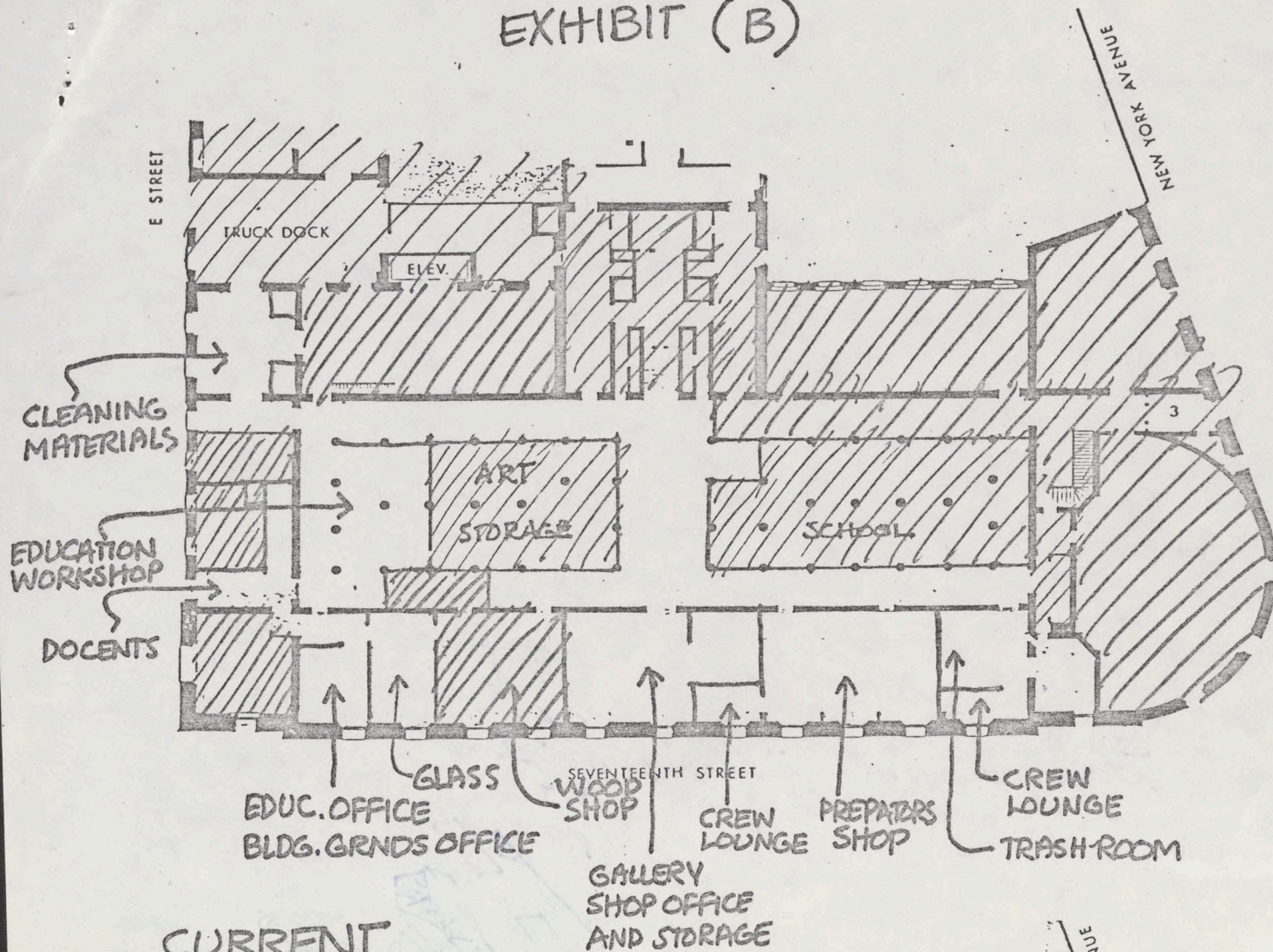
It was a pleasure knowing that your appraiser and I coincide on the figure of \$850,000 as top price for the property of Corcoran Gallery of Arts at 1503 21st St., N.W., Square 95, Lot 804.

However, I am sorry that the zoning identification for the location was not correctly determined by the appraiser. I would like to kindly direct him to zoning commission order #237, Case 77-46 of 14 Sept. 1979. As you will appreciate, transactions of any international nature, take many months. The correspondence overseas in of itself requires a great deal of time. By disallowing us sufficient time to work with a particular nation you are taking the property away from precisely the market that will pay top price for your property. Therefore we would like a listing of at least six months. We assure you of our very best professional efforts to sell your property and to protect you through options on the extended timing.

Sincerely,

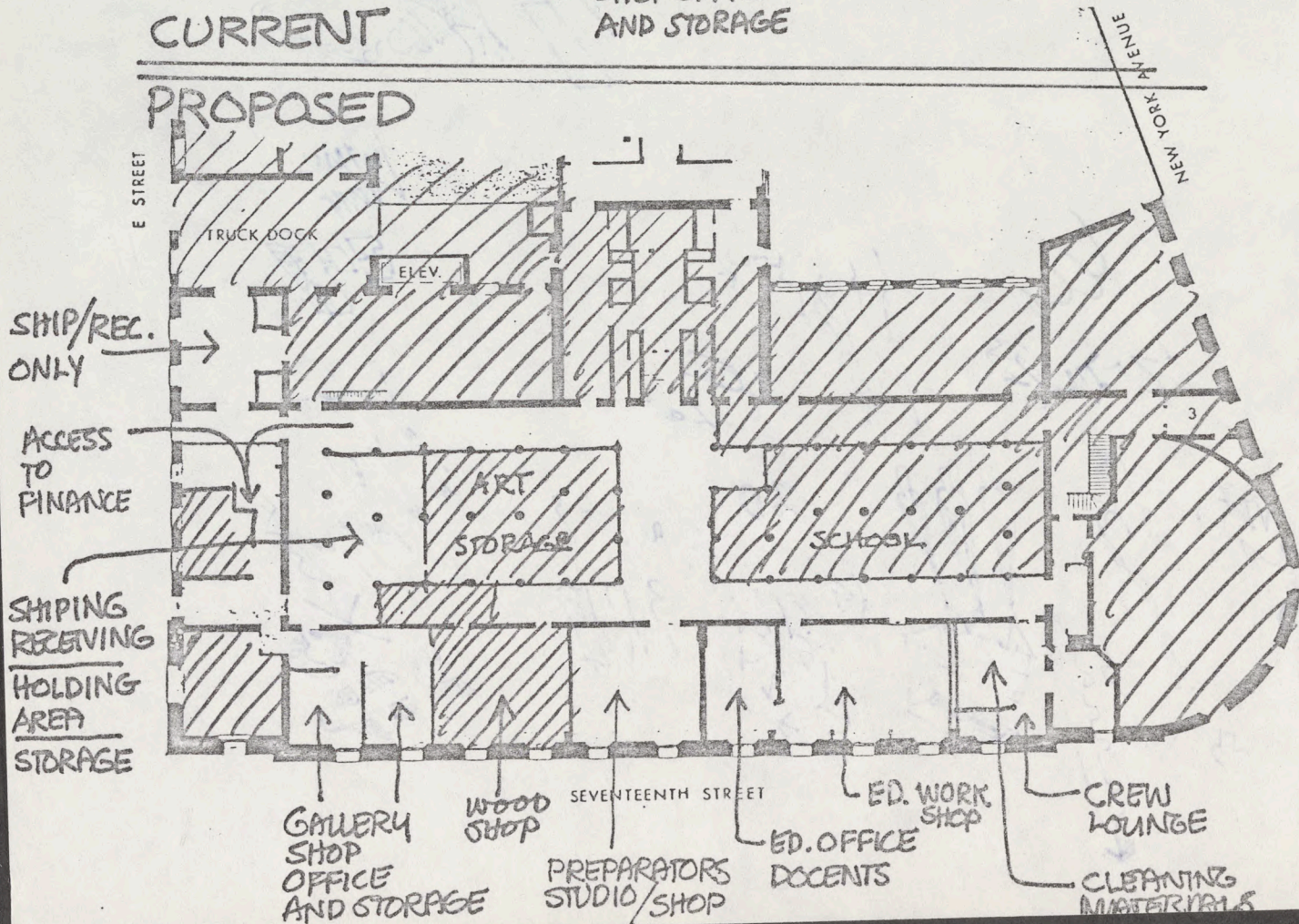
Orlando Nunez de Villavicencio

EXHIBIT (B)



CURRENT

PROPOSED



Nous pourrions être plus bête

